



# CITY OF HUNTINGTON BEACH

2000 MAIN STREET

CALIFORNIA 92648

COMMUNITY SERVICES DEPARTMENT

(714) 536-5486

## CHILDREN'S NEEDS TASK FORCE MEETING AGENDA



Thursday, February 25, 2015

4:00 PM

Civic Center | Room B-8

2000 Main Street

Huntington Beach, CA 92647

### MEETING ASSISTANCE NOTICE – AMERICANS WITH DISABILITIES ACT

In accordance with the Americans with Disabilities Act the following services are available to members of our community who require special assistance to participate in Children's Needs Task Force meetings. If you require special assistance, 48-hour prior notification will enable the city to make reasonable arrangements. To make arrangements for an assisted listening device (ALD) for the hearing impaired, American Sign Language interpreters, a reader during the meeting and/or large print agendas, please contact the City Clerk's Office at (714) 536-5227.

- A. **Roll Call:** Erika Augenstein; Dona Cardona; Linda Cornejo; Dawit Habteab; Jim Hayden; Tiffany Johnson; Phyllis Lembke; Daryn Nguyen
- B. **Public Comments:** (Three minutes per speaker) - Members of the public are invited to address the Task Force on items within its subject matter or jurisdiction. No action can be taken by the Task Force on this date unless agendaized.
- C. **Presentations & Introductions:**
  - a. Official introduction of new member, Dona Cardona.
- D. **Approval of Minutes:** Request to approve minutes from October 22 and December 17, 2015, minutes.
- E. **FOCUS GROUPS UPDATES: Review Focus Group**
  - a. Students to select or present a focus group of their interest for consideration.
  - b. **Focus Group updates:**
    - # 1: **CHILDREN RECOGNIZED & VALUED:** Lembke (Lead), Cornejo, Hayden, Johnson
      - Review the calendar of events and documents for the Youth Character Awards
    - #2: **CHILD WELFARE:** Hayden (Lead), Cornejo, Lembke
      - Update.
    - #3: **BARNES & NOBLE HOLIDAY BOOK DRIVE:** Johnson (Lead), Cornejo, Hayden
      - Book Drive Recap: A record 2963 books collected and distributed to 15 schools and organizations.
      - Presentation to Barnes & Noble at a future City Council meeting.

**#4: SPECIAL EVENTS / MARKETING:** Cornejo (Lead), Johnson

- Update on November 16, 2015 presentation to City Council.

**F. New Business:**

a. Bylaws:

1. Discuss creative ways of engaging interested parties not eligible for Task Force membership who still wish to participate through volunteerism and as committee members. Current Municipal Code requires residency for those participating on boards and commissions:

**2.100.050 Staff Liaison and Residency**

*Unless otherwise specified, each board or commission is to be assigned one staff liaison specified by the City Council. All members of boards and commissions shall be residents and electors of the City of Huntington Beach. (2896-6/87)*

A question has been asked of the City Attorney's office as to whether bylaws take precedence over Municipal Code and if the CNTF can amend their bylaws to include a member who is not a resident, but works within the City. Further, if the Municipal Code takes precedence over bylaws, may an interested party participate through a committee.

2. As full voting members, student terms end in June prior to the elections in August and resume the following month in September. Therefore, students are not available to participate in the election process as a candidate, nor a voter. *(See Article IV-Membership Terms of Service, Section 2. Student General Members for student terms, and Article III-Officers, Section 2.a. Nomination of Officers, and Section 3. Elections, regarding nominations and elections of officers.)*
3. Discuss whether students are eligible to hold an office. Clarification should be made to *Article III-Officers, Section 1. Composition.*
4. Discuss the Secretary position and make a motion to eliminate the position based on no responsibilities or add a description of responsibilities to the bylaws. *(See Article VIII-Duties of Officers.)*

b. Election of Secretary:

**G. Information Items:**

- Posting efforts for open seats and applications: A notice of vacancy has been posted on the CNTF webpage, the City's bulletin board and the HBTv-3 community scroll.
- Distribution of 2016 parking passes and calendars.

**H. Task Force Member Comments:**

**I. Next Meeting Date:**

The next regularly scheduled business meeting for the Children's Needs Task Force will be held on Thursday, April 28, 2016 at 4pm, Room B-8 | Lower Level City Hall. Please contact Charlene Gomez at 714-536-5434 or [cgomez@surfcity-hb.org](mailto:cgomez@surfcity-hb.org) if you are unable to attend.

**J. Adjournment:**

Attachments:

- Municipal Code, Chapter 2.100: Operating Policy for Boards and Commissions
- CNTF Bylaws